

LCMH Board of Directors Meeting Minutes

Date: 12.19.2018

Start time: 5:08 pm

Adjourned: 6:12 pm

Board Members: Savi Van Sluytman, MaryAnne Lewis, Dot Reeve, Fred Ober, Chip Troiano, Sharon Menard, Tonya Brown

Absent: Bev Allen, Fein Rosenblum

Staff: Christina Glowac, Michael Hartman, Jennifer Stratton, Bill Frattini, Denis Houle, Ginny Havemeyer

Notes: Luciana Swenson

Guests: Sarah Williams

Topic	Discussion	Action	Person Responsible
1. Introductions	Introductions were made.		
2. Approval of Minutes	<p>The board reviewed the meeting notes from November 2018. Mr. Williams asked if there were any questions or comments.</p> <p>Mr. Ober asked to amend minutes to show all officers in the November notes.</p> <p>Mr. Troiano moved the motion to approve the minutes from the November meeting as amended. Ms. Lewis seconded the motion. All approved.</p>	By unanimous vote, the minutes of November meeting were approved amended to show all officers names.	
3. Finance Committee	Mr. Ober presented the financial report and said that basically as of Oct \$25,366.02 in the hole.		

<p>4. CEO Report</p>	<p>Ms. Van Sluytman presented the report. She said that things are moving quickly at the agency.</p> <p>Ms. Stratton will later go through the waiver survey findings by Burns & Associates.</p> <p>The Mastergrant contract is supposed to be signed before the December 31st but there is nothing available to share with the board as of yet. According to the payment reform, if we don't sign the mastergrant the designated agencies will not get paid, so the group plans on reviewing it through the holidays and the final version will come through electronic for signatures.</p> <p>Individual Service Budget (ISB) dollars will be kept by the Department of Mental Health (DMH) for now, but we will watch what happens by July next year, as there was a concern that they would become part of payment reform.</p> <p>Project CHART: Currently doing the migration into Office365 (started Monday 12/17) and the team is working through it. This week we have 6-7 employees from WCMHS to help migrate LCMHS staff. There will be 90 individuals migrated this week, the team will stop for the holidays, and finalize with LCMHS staff the first week of January. Then move on to WCMHS' staff.</p> <p>UEMR: It's also a heavy lift but will work as a group (4 DAs so far). The Core 4 CEOs will be meeting next week to lever resources and structure needed for the work to be done. We will hire a Portfolio PM to oversee the entire project, who now might be Sean Thomson. He was one of the 3 individuals that applied for the Request For Proposals (RFP). Within each agency we will need coordinators, builders, a team. Financially, we need to pay 60% of the project up front, we are still waiting to hear from state, as no dollars have been made available yet. Mr. Troiano asked Ms. Van Sluytman to email him reminding him to bring the discussion up at the house of representatives.</p>		
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Ms. Van Sluytman said that the next item on our list is the outdated phone system that needs replacement asap. In the past few months it has crashed 6 times, which is a dangerous issue. It's another major expense that will be coming in the future. There were discussions with Union Bank for a possible loan, if we get to this point.

The agency's health insurance plan has been renewed to the same plan of last year because we could not come to any agreement with the union. We are aware that the health insurance costs are not sustainable. The new premium and deductible will come as of January and it will show in the financial report. We will definitely have to renegotiate the health insurance for 2020. We don't know how we will recover from the negative status.

We have lost a few staff members in Admin, and we are looking into outsourcing our payroll system.

Mr. Williams said that from a financial perspective it will be a very challenging year. There will be many ripple effects in the organization. He appreciates the work the staff is doing.

The 3rd bed at Oasis is in the budget for 2020 and hopefully will actually happen this time.

Mr. Ober asked about the grand opening of Genoa Pharmacy. Ms. Van Sluytman said that the plan was to bring several Genoa executives for the event, so she asked them to postpone it to early Spring because of possible weather issues. They received the Medicaid contract in early December and all contracts are now in place. We expect all residential and CPS clients to be using the pharmacy fully by the 27th.

<p>5. Community Engagement Committee</p>	<p>Ms. Lewis presented the meeting notes.</p> <p>The group met today. We predict to be part of Art on Park, and hopefully at summer events one night in Morrisville and one in Johnson. The challenge is staffing for events.</p> <p>We are still researching information regarding hosting a paint night fundraiser; looking into a place in Burlington</p> <p>Started discussing our annual Zumbathon, going onto the 4th year. Looked into possible dates of 3/30 or 3/16. The event should be only Zumbathon and create a silent auction separate in a future date in the Spring.</p>		
<p>6. Community, Rehabilitation and Treatment (CRT) Standing Committee</p>	<p>Mr. Hartman said the committee meets tomorrow, 12/20 but wanted to share that we had a very interesting Zero Suicide community meeting with 40 people from area: hospital, Stowe, schools, variety of social services individuals. It was a very positive meeting to discuss what we have done so far and what we will be doing. There is another meeting schedule for January. Folks will list what they currently do at their organizations, what they would like to do, and questions they have about it. We hope to get the community picking up the effort, not only the agency, in joining in prevention. Emergency departments are interested in joining, as well as WCMHS and other organizations, which will help with the budget from legislature. In a period of 7 years our rate has gone up from 13 to 19 suicides in VT. We have added trainings to the area, Umatter and MHFA. Individuals from all divisions from our agency are involved.</p> <p>LCMHS has received a recognition from GMTCC LNA program. Starting a trend to get a different population of employees to work on programs. Our Medical Care Coordinator, Sarah Williams has also received an award from GMTCC. Ms. Menard said that Sheri Lucian announced her upcoming retirement from GMTCC.</p>		

<p>7. Children, Youth and Family Services (CYFS) Standing Committee</p>	<p>Ms. Glowac presented the meeting notes.</p> <p>They met last month and had CIO Sean Thomson join and share information regarding project CHART and UEMR.</p> <p>There will be a bullying panel to come together in January to talk and answer questions on the subject, with smaller groups and continuous discussion. The panel will verify what we need to do and/or lack.</p>		
<p>8. Development Services (DS) Standing Committee</p>	<p>Ms. Stratton presented the standing committee meeting notes.</p> <p>The committee met today and spent time discussing payment reform.</p> <p>We had a payment reform meeting on Friday and had draft of their findings on the survey. They will be reaching out to each DA individually, but we haven't heard back yet.</p> <p>Some topics on the survey:</p> <ul style="list-style-type: none"> - Mentioned the "Cadillac" health insurance offered across the system - \$20/hr for service planning and coordination, which is low for what we need to provide - Should visit the homes once a month only, which shows they don't understand the service with do/offer - Comment that our services coordinator pay is high compared to other states (\$14/hr) <p>The payment reform committees continue to meet and move forward despite the philosophical differences between our system and the B&A survey. The state is continuing with the contract with B&A and we are waiting for the final report from the agency.</p>		
<p>9. New business:</p>	<p>Mr. Williams asked if we could make a list of items to make a basket for Fein Rosenblum at the hospital.</p> <p>Mr. Ober said that Bev Allen had changed her work schedule since the meetings changed to</p>	<p>Send dates to all board members to share their availability.</p>	<p>Ms. Swenson</p>

	lunch time, and now couldn't attend Wednesday evenings because she had to work.		
10. Old business	The group discussed dates for the board retreat and agreed on March 9 th .		
11. Adjourn	Mr. Ober moved the motion to adjourn the meeting. Ms. Lewis seconded the motion. All approved.	By unanimous vote, the meeting was adjourned at 6:12pm.	